

Lab: Create Your Own Homepage!

This exercise uses MS Expression Web as a Web Page creation tool. If you like you can download a trial version at <http://www.microsoft.com/en-us/download/details.aspx?id=7764>. MS Expression Web is a WYSIWYG (what you see is what you get) HTML generator and can display your page exactly the way it will later be seen on the World Wide Web. **MS Expression Web must be used on a Windows-based PC.**

To be able to publish material on the World Wide Web, we need space on a web server. You can get space on NEIU by emailing helpdesk@neiu.edu. If you were not able to do this step, you can get free space on the web (see the bottom of the attached for more details).

Instructions:

1. Bring up Microsoft Expression Web.
- 2. If you have an NEIU site:**
 - a. On the menu, select site / import / import site wizard.
 - b. Select Connection Type FTP
 - c. Location: put ftp.neiu.edu
 - d. Select Next
 - e. Enter your username and password
 - f. Add to current site – select next
 - g. Select Finish
 - h. The left-hand side shows what's on your local machine, while the right-hand side displays what's on the web.
 - i. Double click on http on the right-hand side.
 - j. You can download home.html from your http folder by selecting it and selecting the arrow options. <- will download the file onto your computer. (-> will upload a file onto the web.)
 - k. We will be overwriting the home.html file to create our first homepage. You can delete everything on that page. (If you already have a home.html page that you have used in the past and like, you do not have to override, but can create a new page, cs100.html).

If you did not get an NEIU page setup, select site / open site and browse to a directory that you want to work in. Create a new page called index.html. To create HTML pages or folders, you can right click under the folder list (left hand side of the page) and select new HTML or new folder, etc.

3. **(Optional) First we can change the background.** Let's give the page a colored background if you want one.
 - a. Choose **Format / Background**.
 - b. Click on the drop-down box next to **Background**. Select the last option, More Colors. You now see a **color wheel**. Choose any color of your choice for your page's background. Make sure to choose a color that does not take the reader's attention away from the text.

4. **Type a header for your page.**
 - a. Type something like "Home Page of Your Name" or "Welcome to my Home Page" (without the quotes and substituting your own name).
 - b. **Change the font of your header.** Using the mouse, highlight your heading, format the heading to be bold and a large font.
 - c. **Center your heading.** With your heading still highlighted, in the formatting toolbar, look for the alignment icons and select the "Center" icon. Unselect any highlighted text.

5. **Select a font and color for the rest of your page.** Choose a font and font color of your choice. You find the font color to the right of the formatting tool bar (it's the underlined A).

6. **Introduce yourself.** Click below the Heading. Use "Left" justified for your text alignment, and type a short paragraph introducing yourself.

7. **Insert your digital image.** Choose a digital image you'd like to include (a photo of yourself, your friends, the .jpg we created in Paint.net, or any random photo that you like).
 - a. There are different ways to save the image into our current folder. **For those with NEIU space** that's the http folder on the left-hand side of the page. **For those without NEIU space setup** it's the current folder you are working in that's shown in the folder list on the left side of the page.
 - i. Locate your digital image, save it somewhere on your computer,

To import it, select the http folder, then go to File/Import/File – Add file. This will put the file in the right location.

OR

- ii. Locate your digital image, save it somewhere on your computer, Go to the location (in windows explorer) right-click on your image file and select **Copy. Switch to MS Expression Web. Right-click** on the http folder. **Select Paste.**

OR

- iii. Or just save the image directly into the http folder (using the path where the http folder is on the computer).

- b. If you don't see your image right away hit F5 to refresh the page.
 - c. You should now see your image file listed in the folder list.
 - d. Choose **Insert / Picture / From File**. Your digital image file **appears in the file list**. Click on the file. Click OK.
 - e. You are now prompted to enter content for the **alternate text** and **long description** attributes for the image. These attributes are necessary for certain browsers (e.g. screen readers for the visually impaired). You can leave it out or if you'd like or enter a short description of your image in the field for alternate text and a longer description in the field for long description, then click OK.
 - f. **To adjust the size of your image**, click anywhere on the image and drag the handles that appear until your image has the desired size. Center the image.
8. **Let's check the "work behind the scenes"**. MS Expression Web composes our document using HTML code. You can **check this HTML code** by selecting the **SPLIT tab to the lower right of your editing screen**. When clicking this tab, the screen will split into two parts, showing the actual HTML code generated by MS Expression Web as well as the final product as it will appear on the web.
- a. Try modifying the html. Surround some of your text with ` ` or `<u></u>` or `<i></i>`. Did it work? Guess what those tags do.
 - b. **Once done, to get back to regular editing mode**, click on the **Design tab**.

9. **Save your page.** Use **File / Save As** to save the document again. If a dialog box informs you that the file already exists, click OK to replace the already existing file with the new, updated version.

10. **Finish your webpage however you like! Have fun with it!**

11. **Save your web page again using File / Save.**

12. Upload your html file **AND** the image file. To do that follow the below steps:

a. **If you have an neiu account**, you can right click on the files (home.html and the image file) and select publish selected files to....

If you don't have an neiu account follow the instructions at the end of this document to upload to the web.

b. Check your page on the World Wide Web. Go to <http://neiu.edu/~YourUserName>. **Confirm that everything looks good and your image shows up!**

13. Submit your URL on the Desire2Learn Discussion Board under Webpage. Did you enjoy making your first homepage? Comment on at least one other person's homepage.

Other options to upload your page to the web if you were not able to get an neiu account:

There are many free sites with web access. Use any you want.

One example:

1. Go to www.webng.com
2. Create an account (URL you want, and provide your email address)
3. Go to File Manager.

4. Upload your .html file that you created in the lab (and image file) by selecting the following:
 - a. Click on Upload Files button.
 - b. Find your index.html file
 - c. Find your image file.
 - d. Click on upload files.
5. Go to your new URL (the name you called it followed by .webng.com).
6. **Confirm that your page looks good and your image shows up!**
7. Put this URL on desire2learn (discussion board – Webpage) and describe how you liked creating your own webpage.
8. Comment on at least one other person's homepage.